



King County

PROJECT CONTROL ENGINEER III DEPARTMENT OF NATURAL RESOURCES AND PARKS/WASTEWATER TREATMENT DIVISION

Annual Salary Range \$48,892 – \$68,964 (2001 Salary Schedule)

Job Announcement No.: 02EM2851

OPEN: 11/27/02 CLOSE: 12/11/02

WHO MAY APPLY: This career service position is open to all qualified applicants.

WHERE TO APPLY: To obtain required King County forms contact Application Request line at (206) 205-8782 or download from the Internet at <http://www.metrokc.gov/ohrm/jobs/JobApplications.htm>. Submit required forms and materials to **Wastewater Treatment Division-HR, 201 S. Jackson St., MS/KSC-NR-0511, Seattle, WA 98104**. Application materials must be received by 4:30 p.m. on the closing date. (Postmarks are NOT ACCEPTED.) **PLEASE NOTE:** Applications not received at the location specified above may not be processed. Contact Paul Galeno at 206-263-6452 for more information.

FORMS AND MATERIALS REQUIRED: A [King County application form](#), resume and letter of qualification detailing your background and describing how you meet or exceed the requirements are required.

WORK LOCATION: 12503 Bellevue-Redmond Rd. #200, Bellevue WA 98005 (East Satellite Office)

WORK SCHEDULE: This full-time position is exempt from the FLSA. The regular workweek is 40 hours, Monday through Friday.

PRIMARY JOB DUTIES INCLUDE: The Project Control Engineer III ensures the implementation of Major Capital Improvement Projects at pump, regulator and wastewater treatment facilities for the Division.

1. Prepare independent cost estimates of proposed work changes and small wastewater capital and operating projects. Emphasis will be on civil, structural and mechanical disciplines.
2. Participate in review, analysis and negotiation of construction and engineering estimates. Provide technical support to Project Management.
3. Prepare, review, and analyze master milestone and construction schedules as assigned.
4. Coordinate and track the review of contract submittals with field personnel and other section staff. Review contractor submittals for civil engineering construction work for conformance with specifications.
5. Prepare inspection, testing and other required reports; support change order preparations, contract dispute resolution and close-outs as required.
6. Administer small civil specialty wastewater treatment construction contracts or the civil engineering elements of larger contracts. Duties will include inspection and testing of civil/structural work.

QUALIFICATIONS:

- Bachelor's degree in engineering, construction management or closely related field OR the equivalent combination of education and experience.
- Three years of experience in construction cost and scheduling, with an emphasis on cost estimating.
- Experience with project reporting and cost accounting, and the ability to work on multiple projects simultaneously.

- Experience using standard cost/scheduling software applications.

NECESSARY SPECIAL REQUIREMENTS:

- Three or more years' recent construction cost estimating experience for major public works projects.
- Working knowledge of cost and scheduling techniques and principles; construction inspection techniques; project management techniques and principles; and contract administration principles.
- The ability to analyze and understand design plans and specifications and to formulate schedules, budgets and control procedures.
- The demonstrated ability to communicate effectively orally and in writing.
- Ability to inspect material and workmanship and to recognize deficiencies and omissions requiring corrective action.
- Thorough knowledge of relevant construction laws, ordinances, codes, regulations, specifications and standards.
- Valid Washington State driver's license.

UNION MEMBERSHIP: This position is represented by the Technical Employees' Association

CLASS CODE: 431901